



AMPHITHEATER PUBLIC SCHOOLS FOUNDATION, INC.

November Meeting Minutes

Meeting:	Board of Directors	Date:	November 2, 2011
Members Present:	Ben Wichers, Vicki Balentine, Ernest Galaz, Roseanne Lopez, Mary Snider, Jo Grant, Heidi Radtke	Absent:	Pam Roberts **
Guests/Staff:	Joann McBride (Staff), Susan Canty (Clothing Bank)	Location:	701 W. Wetmore East Conference Room
Called to Order:	7:32 am	Adjourned:	8:40 am
President Officer:	Ben Wichers	Recording Secretary:	Ernest Galaz

Agenda	Findings/Analysis/Conclusions	Recommendation/Actions	Follow-up
Approval of the October minutes	Approved as presented	So moved, 1 st Vicki Balentine, 2 nd , Roseanne Lopez	
Financials	<p>Report emphasized the continuing losses by Sequels, which is using a good deal of The Foundations' reserves.</p> <p>Joann reported on a meeting she had had with our DeVreis accountant, Lisa Gunter. At present they are charging \$1500 for a summary, \$1000 for tax preparation, and \$50 monthly for payroll data entry. At present, the only service necessary is tax preparation. She will endeavor to find comparative costs.</p>		<p>Joann will tell DeVries we do not need the \$50 monthly data entering and not to provide another summary until requested.</p>
Website	It is time to update the website. Joann passed a copy of the site around and		Roseanne will work with Ms. Pretzer to update the website.

	<p>asked everyone to mark changes they wish made to there area. Roseanne said she would be sure the necessary changes were made.</p>		
Sequels	<p>Joann presented the Sequels data. The sales are up, consignment business seems to have energized the store.</p> <p>Consignment checks will have a 90-day stop, consignment items have a sell-by 60-day limit.</p> <p>DeVries explained that the glitch in the amount of consignment versus the total sales to keep a non-profit status occurs because Sequels has a paid staff. However, if the amount of consignment income reaches the 15% of income tax trigger, we could set up a separate entity to sell consignment. Profits would go to Amphi Foundation, after all applicable taxes.</p> <p>Employees will not have consignment in the store.</p> <p>Angela Hansen is planning a four year anniversary of Sequels at the end of November, Amphi employees will be targeted with an invitation and a discount.</p> <p>There was discussion of</p>		

paying an employee to open on Sundays, 10-3, trying it for a month and keeping track of traffic.

Sequels needs more volunteers. Possibly students from high schools and sororities.

Report of a break-in on the 21st of October through the back door. A new handle and a bolt lock were added. The petty cash was stolen along with some jewelry, boots, and staff cd's.

Security needs to be addressed.

The Board approved an additional part-time employee to open Sequels on Sunday.

Mary Snider requested the OV Police Department "adopt" Sequels. The Chief "is on it."***

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<p>Calendar</p>	<p>To facilitate the presentation of financials, Joann requested that in 2012 we move the meetings to the second Wednesday of the month.</p>	<p>The Board approved by acclimation moving the meetings to the second Wednesday during 2012.</p>	
<p>New Board Member</p>	<p>Imelda Cuyugan expressed interest in being on the Board. She was interviewed by Ben and Joann.</p>	<p>Approved</p>	
<p>Old Business Kindles for Kids</p>	<p>Vicki suggested the \$79 model with no wifi/no 3G access.</p> <p>Joann suggested that the Board needs to make a choice of support of individual students or support of entities. Support of individual students requires a different level of administrative support.</p> <p>Vicki suggested we start with libraries.</p>		
<p>All Day Kindergarten</p>	<p>The Board reviewed the Peterson \$5000 grant and how to use it.</p>	<p>Vicki recommended dividing the donation among all schools w/o all-day kindergarten and give it to site councils along with guidelines. A full proposal with guidelines should be available for next Board meeting. The Board can decide then.</p>	

<p>Reading Room Grant</p>	<p>Heidi said a Letter of Intent is being drafted. The job description is being researched.</p>	<p>Heidi will meet with John Hastings and Tom Jacobs to work on the job description.</p>	
<p>Adjournment</p>		<p>Adjourned by Ben Wichers at 8:49 am.</p>	

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** Pam Roberts has resigned from the Board.

*** An Oro Valley Police Department has assigned Kristofer Knapp as the officer who will adopt Sequels.